



## Job Description and Selection Criteria

<b>Post</b>	Associate Professorship in International Relations
<b>Departments</b>	Department of Politics and International Relations (DPIR)
<b>Division</b>	Social Sciences Division
<b>College</b>	Nuffield College
<b>Contract type</b>	Permanent upon completion of a successful review. The review is conducted during the first 5 years.
<b>Salary</b>	Salary on the scale within the range £48,114 to £64,605 p.a. plus additional benefits (including the College's Academic Responsibility Allowance of £23,143 p.a.) as detailed below.
<b>Closing date</b>	Monday 22 March 2021
<b>Vacancy ID</b>	149708

### Overview of the post

The Department of Politics and International Relations (DPIR), in association with Nuffield College, seeks to appoint an Associate Professor in International Relations.

Applications are welcomed from both early career and established scholars with a strong background in International Relations. The particular research field for this post is open and we invite applications from candidates with a wide array of approaches within IR, including, but by no means limited to, rationalist/formal theory, critical/postcolonial theory, qualitative, or quantitative approaches. A specialism in international institutions, broadly conceived, would be desirable.

The successful candidate will be expected to conduct advanced research; to teach, examine and supervise at the undergraduate and graduate level; to play a part in the administrative work of the Department and the College; and to act as a College Supervisor for graduate students. The post will be held in conjunction with a Professorial Fellowship at Nuffield College. The post-holder will be allocated space for teaching and research in the Department of Politics and International Relations, Manor Road Building, Manor Road and an office at Nuffield College.

The Department strongly encourages applications from women and /or candidates from Black and minority ethnic backgrounds as they are currently under-represented in academic posts in the Department.



If you would like to discuss this post and find out more about joining the academic community at Oxford, please contact Nick Owen, Joint Head of the Department of Politics and International Relations ([nicholas.owen@politics.ox.ac.uk](mailto:nicholas.owen@politics.ox.ac.uk)). Queries about Nuffield College can be addressed to the College's Warden, Sir Andrew Dilnot ([andrew.dilnot@nuffield.ox.ac.uk](mailto:andrew.dilnot@nuffield.ox.ac.uk)) or the Senior Tutor, Dr Eleni Kechagia-Ovseiko ([senior.tutor@nuffield.ox.ac.uk](mailto:senior.tutor@nuffield.ox.ac.uk)).

All enquiries will be treated in strict confidence; they will not form part of the selection decision.

### **The role of Associate Professor at Oxford**

Associate Professor is the main academic career grade at Oxford with a focus on research and teaching, spanning the full range of professor grades in the USA ('assistant' to 'full'). Associate Professors are appointed jointly by a University department/faculty and an Oxford college and you will have a contract with both.

Associate Professors are full members of University departments/faculties and college governing bodies, playing a role in the democratic governance of the University and their college. You will join a lively, intellectually stimulating and multi-disciplinary community which performs to the highest international levels in research and teaching, with extraordinary levels of innovation, creativity and entrepreneurship.

There is considerable flexibility in the organisation of duties, with three 8-week undergraduate teaching terms and generous sabbatical leave to balance teaching and research (please see the Benefits, Terms and Conditions section for further details of sabbatical leave). There is the potential for temporary changes to the balance of duties between College and University to enable a focus on different aspects of work at different stages in your career.

Oxford offers many opportunities for professional development in research and teaching. Associate Professors may apply for the title of full Professor in annual exercises. If the title is conferred, you will also have access to professorial merit pay opportunities. In exceptional cases, the title of full Professor may be awarded on appointment.

Appointments are confirmed as permanent on successful completion of a review during the first five years. The vast majority of Associate Professors successfully complete this initial review.

### **Duties of the post**

The main duties of the post are as follows:

#### **For the Department**

- To engage in research and contribute through world-class publications to the Department's and University's international reputation for research excellence.
- To develop courses and provide teaching to undergraduate and graduate students on taught courses, specifically the provision of classes and lectures in International Relations (IR) for the

undergraduate core paper in IR, for our IR M.Phil core module, for a specialist optional undergraduate or M.Phil course, and for the graduate research design and methods programme.

- To supervise students on the M.Phil and D.Phil IR programmes.
- To examine students as required.
- To assess applications for the M.Phil and D.Phil in IR.
- To participate in the administrative work of the department in both term time and vacation under the direction of the relevant Head of Department or their delegate, including acting from time to time as course convenor for the IR papers.
- To raise external research funds, preparing proposals and securing grants and funding for major new research projects.
- To develop research impact beyond academia by engaging with a wide range of policy makers, practitioners and other non-academic stakeholders.

### **Teaching load**

The DPIR uses 'stint units' to account for teaching and supervision contributions. Various amounts of stint are assigned to different teaching and supervision activities. For example, supervision of a doctoral student counts for 24 stint units per year, and lectures, tutorials and class teaching all count towards stint. Please see the Appendix for the amounts of stint assigned for different activities. Faculty members enjoy a good deal of flexibility in how to meet their stint, through a combination of undergraduate lecturing, graduate seminar teaching and graduate supervision. Some administrative roles also come with stint relief.

The postholder would be expected to teach and supervise for the Department up to 288 stint units per year (the amount of teaching and supervision normally must not exceed an average of 288 teaching units per year without approval by the divisional board). For members of the IR Group, this obligation is typically met by teaching or co-teaching at least one eight-week undergraduate lecture course (eight one hour lectures) and one eight-week two-hour graduate seminar, while contributing to graduate training in core themes and in research methods. Members of the IR Group typically have, on average and at any one time, 2-3 D.Phil students and 2-3 first or second year M.Phil students under their supervision.

### **For the College**

In addition to the duties relating to the University side of the post, the appointee will also be required to perform the College duties outlined below:

- To play an active part in the academic and research life of the College, for example by organising seminars, workshops and other academic activities and events;
- To contribute to the recruitment, admission, and training of high calibre graduate students;
- To act as College Supervisor for Nuffield students and mentor for postdocs and incoming academic staff as requested; College Supervisors are expected to meet with their supervisees over the course of the term and to write progress reports at the end of each term;
- To contribute to the governance and academic strategy of the College through membership of the College's Governing Body and other committees, as appropriate.

### **Selection criteria**

Your application will be judged only against the criteria which are set out below. You should ensure that your application shows clearly how your skills and experience meet these criteria.

The University is committed to fairness, consistency and transparency in selection decisions. Members of selection committees will be aware of the principles of equality of opportunity, fair selection and the

risks of bias. There will be both female and male selection committee members. The selection committee may be advised by other qualified members of the Department in assessing application materials.

For those candidates selected for interview, there will be an informal opportunity to meet the Heads of Department and other members of the academic staff. These meetings will play no part in the selection process.

If, for any reason, you have taken a career break or have had an atypical career and wish to disclose this in your application, the selection committee will take this into account, recognising that the quantity of your research may be reduced as a result.

### **Essential**

- A completed doctorate in International Relations, Political Science or a closely related field.
- An outstanding, world-class portfolio of research and publications in International Relations, appropriate to career stage, as well as an exciting future research programme.
- University teaching experience in International Relations, and ability to provide excellent teaching at the undergraduate and graduate levels, including thesis supervision and course development.
- An ability to contribute to excellent teaching of research methods or research design at the postgraduate level.
- Potential to secure competitive external funding for research, managing research projects and delivering on grants.

### **Desirable**

- A specialism in international institutions broadly understood would be an advantage.
- Expertise in research methods.
- Evidence of participation in and successful delivery of academic and administrative duties in a university.
- Experience of assessment and examining in undergraduate/post-graduate degree programmes.
- A successful record (commensurate with career stage) of securing competitive external funding for research, managing research projects and delivering on grants.
- A track record of delivering research impact beyond academia by engaging with a wide range of policy makers, practitioners and other non-academic stakeholders.

### **How to apply**

To apply, visit <https://www.jobs.ox.ac.uk/>, click on the relevant post title, then click on the **Apply Now** button on the 'Job Details' page and follow the on-screen instructions to register as a new user or log-in if you have applied previously. Please refer to the "Terms of Use" in the left hand menu bar for information about privacy and data protection.

You will be asked to upload the following information:

- Your CV, including a full list of publications, details of teaching experience and a statement of research interests (maximum 6 pages).
- A covering letter explaining how you meet the criteria set out above using examples of your skills and experience. This may include experience gained in education or employment (maximum 2 pages).
- Details of **three** referees whom you have asked to submit confidential reference letters. Please ensure that your referees send their letters by the stated deadline for applications. Reference letters should be sent by email to [vacancies@politics.ox.ac.uk](mailto:vacancies@politics.ox.ac.uk). If you do not wish the University to contact any of your three referees before being progressed to the long list stage, please answer the relevant reference questions accordingly.

Candidates who are long-listed or short-listed will be asked to provide two article-length research samples that are illustrative of their research and any further information that is relevant to this position.

The University and colleges welcome applications from candidates who have a disability or long-term health condition and is committed to providing long term support. The University's disability advisor can provide support to applicants with a disability, please see <https://edu.admin.ox.ac.uk/disability-support> for details. Please let us know if you need any adjustments to the recruitment process, including the provision of these documents in large print, audio or other formats. If we invite you for interviews, we will ask whether you require any particular arrangements at the interview. The University Access Guide gives details of physical access to University buildings <https://www.accessguide.ox.ac.uk/>.

Teaching commitments are mainly concentrated into Oxford's three 8-week undergraduate teaching terms, making it easier to balance teaching and research. There is considerable flexibility in the organisation of duties, and generous sabbatical leave.

Please upload all documents as **PDF files** with your name and the document type in the filename.

All applications must be received by **12.00 noon** on the closing date stated in the online advertisement.

Should you experience any difficulties using the online application system, please email [recruitment.support@admin.ox.ac.uk](mailto:recruitment.support@admin.ox.ac.uk). Further help and support is available from <https://hrsystems.admin.ox.ac.uk/recruitment-support>. To return to the online application at any stage, please log back in and click the "My applications" button on the left hand side of the page.

## **The IR Group at the Department of Politics and International Relations**

International Relations is one of the most successful and intellectually distinguished graduate programmes in Oxford, and International Relations is an important and thriving element of the undergraduate degree in Philosophy, Politics and Economics and History and Politics. The IR group are committed to the rigorous use of a plurality of theoretical approaches and methods, and also to the understanding of normative theory, foreign policy and area/regional studies. We are committed to broadening, as well as deepening, the scope of the approaches and methods in the existing IR group.

## **The Department of Politics and International Relations**

Politics and International Relations at Oxford University have a long and distinguished history in the education of leading figures in academia, politics, the media and public life, both in the UK and

internationally. Teaching and research in these areas were gathered together in 2000 to create a Department of Politics and International Relations. Since then, the DPIR has become one of the largest departments in the field in the UK and is considered to be an internationally excellent centre for teaching and research. The Department is consistently ranked first in *The Times Higher* and *The Guardian* university guides for the subject and in the top four in global league tables. In the 2021 *Times Higher* World University Rankings, the Department was placed second in the world overall and for research and first in the world for its teaching. The Department attracts some of the best academics in the field to work here as permanent faculty, as part of major research projects or as academic visitors. There is a strong post-doctoral group supported by highly competitive research fellowships and working across a broad range of fields.

The Department is located in the Social Sciences building at Manor Road, along with the Department of Economics and the integrated Social Science Library. The building provides excellent facilities including a lecture theatre, a large computer laboratory and a range of seminar rooms, as well as a cafeteria and common room for use by both staff and students. The Manor Road Building is served by a shared IT and web team. The Department itself contains over 100 graduate workstations. An experienced administrative team supports the department's research and teaching activities. The Department's core administration currently comprises sixteen staff, grouped into teams that provide dedicated support for: Courses, Finance, Personnel, Research Support, and Communications and Alumni Relations. The administrative teams work closely with each other as well as with staff in other parts of the University, in particular with the Social Sciences division, Personnel Services, and Research Services, as well as with the University's many colleges.

For further information about the DPIR, please visit: <https://www.politics.ox.ac.uk>

## **Nuffield College**

There are 38 self-governing and independent colleges at Oxford, giving both academic staff and students the benefits of belonging to a small, interdisciplinary community as well as to a large, internationally-renowned institution. The collegiate system fosters a strong sense of community, bringing together leading academics and students across subjects, and from different cultures and countries.

Nuffield College is a graduate college within the University of Oxford which was founded in 1937 and specialises in the Social Sciences, particularly Economics, Politics, and Sociology. It aims to be one of the world's outstanding social science institutions, providing a stimulating research-orientated environment for postgraduate students, research fellows, and senior academics and promoting, according to its Charter, "the study by co-operation between academic and non-academic persons of social (including economic and political) problems". About 30 students are admitted each year to undertake both taught masters courses and doctoral research for most of whom the College provides financial support in the form of studentships. In total there are about 100 students enrolled at any one time, many of whom either live in College or have offices in College. In addition in 2020/21 the College has 38 permanent academic Fellows (of whom 5 are College-funded Official Fellows), 47 Research Fellows (of whom 19 are College-funded Prize Postdoctoral Fellows), 28 non-academic Visiting Fellows drawn from the world of business, industry, politics and administration; and a number of Research Officers working on research projects run by the College's Fellows. The College enjoys strong links with the University's social science departments and works closely with the Social Sciences Division.

Nuffield College has been – and continues to be – the source of some of the major research developments in social science. These include the British Election Studies and the major programme of research on Social Mobility in Britain. It was the birthplace of the "Oxford School" of Industrial Relations; it pioneered the development of cost benefit analysis for developing countries; and it has made a major contribution

to the methodology of econometrics. At the moment the College hosts five research centres: the Centre for Experimental Social Sciences (CESS); the Centre for Social Investigation (CSI); the Nuffield Politics Research Centre; the Nuffield Centre for Applied Macro Policy (NuCAMP); and the Climate Econometrics project (see further information below).

For more information please visit: <https://www.nuffield.ox.ac.uk/>

### **Professorial Fellowships at Nuffield College**

The Associate Professor in International Relations will be elected to a Professorial Fellowship at Nuffield College. Professorial Fellowships are typically linked with tenure-track academic positions within the University of Oxford (joint appointments), at the level of either associate or full professor. The post-holders are expected to engage in advanced study and research in their field of expertise, falling within the research areas of the College; to provide supervision and academic support for graduate students; to participate actively in the intellectual life of the College; and to take part in College governance. Professorial Fellows are expected to be members of the College's Governing Body (subject to appointment as a charity trustee). Governing Body Fellows are *ex officio* trustees of the charity which is "The Warden and Fellows of Nuffield College in the University of Oxford".

### **Research Facilities**

The size and specialised nature of the College enable its members to work closely with one another in a stimulating and research-orientated environment. A 'critical mass' of students and Fellows working in the social sciences is helpful both in terms of facilities and of intellectual activity, such as the active seminar and conference programme.

The College Library is one of the finest in the social sciences and functions as a research library, reflecting the academic interests of the Fellows. The Library is open shelf and accessible 24 hours a day. Fellows also have access to all the facilities of the Bodleian Library, including full-text access to nearly all journals in the social sciences.

The College has an Information Systems Department to serve the computing needs of Fellows.

The College provides facilities and grants for Fellows to invite academic visitors to the College to enable them to carry out collaborative work.

### **Research Centres in Nuffield College**

The College currently hosts five research centres, focusing on different aspects of and approaches to the study of social sciences:

The *Centre for Experimental Social Sciences (CESS)* was established to promote and facilitate experimental research by social scientists in Oxford. The CESS offers an on-site laboratory with 25 computer stations, and maintains a large subject pool. The facilities are designed to support a wide range of experiments. The CESS also maintains an online panel of UK residents, and provides support for fielding online survey experiments and, recently, the facility for virtual lab experiments. The CESS has a regular seminar series that highlights the work of renowned scholars employing experimental methods. Periodic workshops held by the CESS provide training for researchers in experimental research design, experimental data analysis, and programming languages (including z-Tree and Qualtrics). More information on CESS is available at <https://cess-web.nuff.ox.ac.uk/>.

The *Centre for Social Investigation (CSI)* is an interdisciplinary research programme; in keeping with the College's Charter which emphasizes "the study by co-operation between academic and non-academic persons of social (including economic and political) problems", the Centre aims to address contemporary social issues of public interest and to engage with policy-makers and the public more generally, carrying

out authoritative, non-partisan research on central social issues which draws upon expertise in economics, politics and sociology and related disciplines such as social policy. The Centre seeks to establish itself as an independent and rigorous source of information and analysis of contemporary social issues, communicated in an accessible way to nontechnical audiences, in addition to publishing technical work for academic audiences. Professor Anthony Heath was the inaugural Director for the CSI and Professor David Kirk has recently taken up the Centre's Directorship, assisted by post-doctoral researchers. More information on CSI is available at <http://csi.nuff.ox.ac.uk/>.

The *Nuffield Politics Research Centre* was established with the aim of conducting innovative research in problems and challenges of contemporary politics, specialising in questions of accountability and representation, and improving communication of political science research to people in public life. The Nuffield Politics Research Centre includes the Nuffield Elections Unit, of which Professor Geoffrey Evans is Director, and which is home to our research on the British Election Study, as well as the UK local elections archive. The Director of the Centre is Professor Jane Green, who is currently a member of the Scientific Leadership Team of the 2019-2023 BES, together with Professor Geoffrey Evans. The Centre includes Affiliated Research Fellows, currently Professor Gary King (Harvard University Professor, and Director of the Institute for Quantitative Social Science), and the Rt. Hon. Liam Byrne MP, and a number of active graduate and post-graduate researchers in the University. More information is available here: <https://www.nuffield.ox.ac.uk/our-research/research-centres/nuffield-politics-research-centre/>.

The *Nuffield Centre for Applied Macro Policy* (NuCAMP) was established in the Summer of 2017 to create a space in which academics and policymakers can freely and openly discuss current trends, insights and policies that influence how economies function. Through its convening power and activities focussed on holding conferences, workshops and visitor programmes, NuCamp fosters the development of fresh analytical and empirical approaches that promise to create better links and improved knowledge exchange between the academic and policy worlds of macroeconomic problems.

The *Climate Econometrics* project and network, under the leadership of Professor Sir David Hendry, is based at Nuffield College, in collaboration with the Department of Economics at the University of Victoria, and the Environmental Defense Fund. The research is funded by the Robertson Foundation. The project and network concentrate on developing econometric methods to augment climate-economic research by helping disentangle complex relationships between human actions and climate responses and their associated economic effects, masked by stochastic trends and breaks. The project team aims to improve our understanding of the impact of humanity on climate and vice versa, as well as on how econometrics can be used in climate-economic research, and bring together researchers in the field of Climate Econometrics through an international network. More information on the Climate Econometrics project is available at <http://www.climateeconometrics.org/>

### ***The Politics Group in Nuffield College***

The current permanent Fellows in the College's [Politics Group](#) and their respective research areas are:

[Ben Ansell](#) (FBA) Comparative political economy and institutions. Main interests in democratisation, the politics of education, the politics of housing, social policy, redistribution, multi-level modelling, and models of political economy.

[Pepper Culpepper](#) Business and government, comparative political economy, comparative politics, European politics; current research investigates the feedback loops connecting policymaking, public opinion, and media coverage in the advanced economies.

[Janina Dill](#) International law and ethics in international relations, specifically in war; the interaction between legal and moral imperatives and strategic thinking and technological developments to explain

conduct in war and the development of armed conflict; and IR theory, specifically constructivism and the intersection of explanatory IR theories with normative political theory.

[Andy Eggers](#) Electoral systems, corruption/accountability, the relationship between money and politics, and political development in the U.S., Britain, and France.

[Geoff Evans](#) (FBA) Electoral behaviour and comparative political sociology.

[Ezequiel Gonzalez-Ocantos](#) Comparative judicial politics, public law and strategic litigation, with a regional focus on Latin America.

[Jane Green](#) Public opinion and electoral behaviour, especially relating to competence and reward-punishment voting and blame.

[Desmond King](#) (FBA, MRIA) Comparative government and American politics. Main interests in comparative public policy including welfare states and labour market policy; race and politics especially in American political development; democratization; immigration; and the politics of social research.

[Cecile Laborde](#) (FBA) Republicanism, liberalism and religion, theories of law and the state, and global justice.

[David Rueda](#) Comparative political economy, the politics of industrialised democracies. His current research focuses on insider-outsider politics, the determinants and consequences of inequality, and the role of the welfare state in times of crisis.

[Duncan Snidal](#) (FBA) Problems of international cooperation, including the role of international institutions such as law and formal organizations, in promoting cooperation. Current research focuses on questions surrounding institutional change and the transnational regulation of business firms.

[Andrew Thompson](#) The history of international aid; development and human rights during and after decolonisation.

In 2020-21, there are seven Postdoctoral Prize Research Fellows in Politics:

- [Anthony Taylor](#) (D.Phil. Oxford) Knowledge and expertise in democratic life.
- [Anette Stimmer](#) (D.Phil. Oxford) Breaking Deadlock: When Non-Permanent Security Council Members have Permanent Influence (international relations theory, international law, international institutions).
- [Mariana Borges Martins da Silva](#) (Ph.D. Northwestern) The resilience of corrupt practices (comparative politics, political behaviour and electoral studies).
- [Samuel Bagg](#) (Ph.D. Duke) Democracy at the Margins (comparative politics and political theory).
- [Jamie Draper](#) (Ph.D. Reading) Contemporary political theory: Justice in migration, climate justice, and the relationship between the two.
- [Melis Laebens](#) (Ph.D. Yale) Democracy and political parties: The process and outcomes of attempts by incumbent leaders to take over democratic institutions.
- [Jorge G. Mangonnet](#) (Ph.D. Columbia) Comparative politics and international political economy: The politics of property rights in the postcolonial world, with a regional focus in Latin America

There are a number of other research fellows in politics. [Nancy Bermeo](#) is a Senior Research Fellow working in the fields of political development; comparative politics; European politics; Latin American politics; and comparative public policy. [John Darwin](#) (FBA) is a Senior Research Fellow with expertise in the history of European imperialism, particularly the British Empire circa 1880-1970, as well as the history and politics of decolonisation. [Iain McLean](#) (FBA, FRSE) is a Senior Research Fellow with research interests in applications of rational choice theory to politicians, bureaucrats and voters; apportionment and redistribution; UK politics, including elections and core-periphery relations; and the political economy of lobbying and the environment, including historical studies; and roll-call voting in the House of Commons. [David Miller](#) (FBA) is a Senior Research Fellow working on contemporary political theory, especially theories of social justice and equality, democratic theory, nationality and citizenship, and global justice. [Gwendolyn Sasse](#) is a Senior Research Fellow and Director of the Centre for East European and International Studies, Berlin, with research interests in transition and democratisation, post-Communism, EU eastward enlargement, ethnic and regional conflicts, minority rights, and migration in Europe. [Laurence Whitehead](#) is a Senior Research Fellow with research interests in international aspects of democratisation, and the relationship between democratisation and economic liberalisation. [Jacob Barrett](#) is a Postdoctoral Research Fellow in the Global Priorities Institute at the Oxford Faculty of Philosophy and a Non-stipendiary Research Fellow at Nuffield, with research interests in social and political philosophy and normative ethics. [Asli Cansunar](#) holds a Non-stipendiary Research Fellowship in association with her appointment as a postdoctoral researcher on the on the WEALTHPOL project in the Department of Politics and International Relations, with research interests in aspects of the political economy of redistribution and the welfare state. [Roosmarijn de Geus](#) is a Postdoctoral Researcher in the Nuffield Politics Centre, researching elections, voting behaviour and political attitudes. [Mads Elkjaer](#) is a Postdoctoral Research Fellow on the WEALTHPOL Project at the Department of Politics and International Relations, and a Non-stipendiary Research Fellow at Nuffield College, with research interests lying in the fields of comparative politics and political economy, focusing on political representation, economic inequality, and redistribution. [Jae-Hee Jung](#) is Postdoctoral Fellow in Survey Research in the Blavatnik School of Government and a Nuffield Non-stipendiary Research Fellow with research interests in comparative party politics and political behaviour, with a focus on party campaigns, party rhetoric, voter behaviour, and voter attitudes in advanced democracies. [Martin Van den Brink](#) holds a British Academy Postdoctoral Research Fellowship in the Department of Politics and International Relations working on EU law and politics, citizenship and migration, legislative studies, religious freedom and non-discrimination. [Tomas Wallenius](#) is a Leverhulme Early Career Research Fellow in the Department of Politics and International Relations and a Nuffield Non-stipendiary Research Fellow with research interests in International Relations theory, political theory and global international history.

Nuffield Fellows are closely involved in research and teaching within the Department of Politics and International Relations and its relevant centres, including the Centre for the Study of Democratic Government, the Centre for International Studies, the Centre for the Study of Social Justice, the Latin American Centre, and the Rothermere American Institute. A Nuffield political scientist currently serves as editor of *Comparative Political Studies*.

## Social Sciences Division

The University's academic departments and faculties are organised into four large groups, known as Academic Divisions (Social Sciences, Mathematical, Physical and Life Sciences (MPLS), Medical Sciences, and Humanities). The divisions are responsible for academic strategy and operational planning, oversight of the teaching and research of their constituent departments and faculties, and for personnel and resource management. The social sciences at Oxford are distinctive for both their depth and breadth, with over 1,000 academic and research staff working across fifteen departments, faculties and schools. The Head of the Social Sciences Division is Professor Dame Sarah Whatmore, who is a member of the University's Council.

The Division is a world-leading centre of research and education in the social sciences. The Times Higher Education (THE) University Rankings placed the University of Oxford as number one in the world for Social Sciences in 2018 and 2019. REF 2014 confirmed Oxford as the UK powerhouse for research in the social sciences, accounting for more 4\* research than any other institution. Our academic and research staff and students are international thought leaders, generating new evidence, insights and policy tools with which to address some of the major global challenges facing humanity, such as sustainable resource management, poverty and forced migration, effective governance and justice. As well as active interdisciplinary links with researchers in other divisions at Oxford, we engage and collaborate extensively with other universities and a wide range of governmental and non-governmental practitioner communities such as law, business, public health and welfare, international development and education around the world. The Division has an extensive portfolio of external funders, partners and supporters, with competitively-awarded external research income exceeding £50 million per year and philanthropic income over £25 million a year. As part of our commitment to equality of opportunity, eight of our departments have achieved bronze Athena SWAN awards: the Blavatnik School of Government, Economics, Education, International Development, Law, Geography & the Environment, Anthropology & Museum Ethnography and the Saïd Business School, with all our other departments either in the process of applying or scheduled to do so shortly.

The Division delivers an exceptional range of high-quality educational programmes all underpinned by the innovative research being undertaken by our academics. The student body is made up of over 2,000 undergraduate students, nearly 3,000 students studying postgraduate taught programmes and 1,200 postgraduate research students. The programmes we offer are wide-ranging, often interdisciplinary and include professionally-oriented provision in areas such as business, law and education. The Division is home to several of Oxford's most widely recognised teaching programmes, such as Philosophy, Politics and Economics (PPE) at undergraduate level; and at the Masters level programmes such as the Bachelor in Civil Law (BCL), Environmental Change and Management, International Relations, and Social Data Science.

For more information, please visit: [www.socsci.ox.ac.uk](http://www.socsci.ox.ac.uk).

## **About the University of Oxford**

Oxford's departments and colleges aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford's researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

Oxford's self-governing community of international scholars includes Professors, Associate Professors, other college tutors, senior and junior research fellows and over 2,500 other University research staff. Research at Oxford combines disciplinary depth with an increasing focus on inter-disciplinary and multi-disciplinary activities addressing a rich and diverse range of issues.

Oxford's strengths lie both in empowering individuals and teams to address fundamental questions of global significance, and in providing all staff with a welcoming and inclusive workplace that supports everyone to develop and do their best work. Recognising that diversity is a great strength, and vital for innovation and creativity, Oxford aspires to build a truly inclusive community which values and respects every individual's unique contribution.

While Oxford has long traditions of scholarship, it is also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities. It consistently has the highest external research income of any university in the UK (the most recent figures are available at

[www.ox.ac.uk/about/organisation/finance-and-funding](http://www.ox.ac.uk/about/organisation/finance-and-funding)), and is ranked first in the UK for university spin-outs, with more than 130 spin-off companies created to date. Oxford is also recognised as a leading supporter of social enterprise.

Oxford admits undergraduate students with the intellectual potential to benefit fully from the small group learning to which Oxford is deeply committed. Meeting in small groups with their tutor, undergraduates are exposed to rigorous scholarly challenge and learn to develop their critical thinking, their ability to articulate their views with clarity, and their personal and intellectual confidence. They receive a high level of personal attention from leading academics.

Oxford has a strong postgraduate student body which now numbers over 10,000. Postgraduates are attracted to Oxford by the international standing of the faculty, by the rigorous intellectual training on offer, by the excellent research and laboratory facilities available, and by the resources of the museums and libraries, including one of the world's greatest libraries, the Bodleian.

For more information please visit [www.ox.ac.uk/about/organisation](http://www.ox.ac.uk/about/organisation)

### **University Benefits, Terms and Conditions**

**Salary:** The successful candidate will be appointed on the Oxford scale for Associate Professors, within the range £48,114 to £64,605 p.a.

Those appointed below the top of this salary range will receive annual increments until they reach the top point. There is also an annual 'cost-of-living' review. In exceptional cases, the Departments may propose the awarding of additional increments within the substantive scale to an Associate Professor at any time during their appointment.

Additional remuneration may be paid for graduate supervision, examining and some tutorial teaching. Those holding administrative appointments within the Departments may be eligible for additional payments.

### ***Pension***

The University offers generous pension provision. Associate Professors are usually offered membership of the Universities Superannuation Scheme.

Details are available at <https://finance.web.ox.ac.uk/uss>

### ***Sabbatical leave***

You will be eligible for sabbatical leave to allow you to focus on your research. In general, one term of leave is available for each six terms worked. This leave may either be taken as one term of leave after 6 terms of service, or accumulated and taken as one year of leave after 6 years of service.

### ***Outside commitments***

You may apply to spend up to 30 working days in each year on projects outside your employment duties, such as consultancy, spin-out activity and membership of research councils and other bodies. There is no limit to earnings from these activities without deduction from salary. Details of the approval process may be found at <https://hr.admin.ox.ac.uk/holding-outside-appointments>.

Guidance is also available on:

ownership of intellectual property <https://governance.admin.ox.ac.uk/legislation/council-regulations-7-of-2002> and managing conflicts of interest

<https://researchsupport.admin.ox.ac.uk/governance/integrity>

## ***Membership of Congregation***

Oxford's community of scholars governs itself through Congregation which is its "parliament". You will be a voting member of Congregation.

See <https://www.ox.ac.uk/about/organisation/governance> and <https://governance.admin.ox.ac.uk/legislation/statute-iv-congregation> for further details.

## ***Family support***

The University offers generous family leave arrangements, such as maternity, adoption, paternity and shared parental leave. Details are available at <https://hr.admin.ox.ac.uk/family-leave-for-academic-staff>. You will have considerable flexibility in the day-to-day organisation of duties in the Associate Professor role. Requests for flexible working patterns will be accommodated as far as possible.

You will be eligible to apply to use the University nurseries (subject to availability of places). For details of the nurseries and how to apply for places, please see <https://childcare.admin.ox.ac.uk/home>.

The University subscribes to My Family Care, a benefit which allows staff to register for emergency back-up childcare and adultcare services, a 'speak to an expert' phone line and a wide range of guides and webinars through a website called the Work + Family Space.

For more details, please see <https://hr.admin.ox.ac.uk/my-family-care>

The Oxford University Newcomers' Club is run by volunteers, whose aim is to help the newly-arrived partners of visiting scholars, of graduate students and of newly appointed academic and administrative members of the University to settle in and to give them opportunities to meet people in Oxford. Further information is available at [www.newcomers.ox.ac.uk/](http://www.newcomers.ox.ac.uk/).

## ***Welcome for International Staff***

One of Oxford's great strengths is its truly international body of research and teaching staff from over 140 countries, and we welcome applications from academics across the world. We can help international staff and partners/families make the transition to Oxford. Information about relocation, living and working in the UK and Oxford is available at [welcome.ox.ac.uk](http://welcome.ox.ac.uk).

If you require a visa, we have a dedicated Staff Immigration Team to support successful applicants through the immigration process (for Global Talent and Tier 2 visas) from job offer through to arrival in the UK. This is subject to the eligibility criteria being met for the respective visa routes.

## ***Relocation***

Subject to UK tax regulations and the availability of funding, a relocation allowance may be available.

## ***Promoting diversity***

The University is committed to recruiting and retaining the best people, whoever they are, to ensure equality of opportunity. The Vice Chancellor's Diversity Fund provides resources for innovative projects to promote diversity.

The Equality and Diversity Unit promotes good practice across the University by developing policies and offering training, and runs a range of support networks for staff. It works closely with Colleges, the Oxford University Student Union and external campaign groups.

Please see <https://edu.admin.ox.ac.uk/home> for details.

## ***Other benefits and discounts for University employees***

The University has a range of facilities and benefits for its staff, including discounted health insurance, sustainable travel schemes, and discounts in local shops and restaurants. Details are available at:

<https://hr.admin.ox.ac.uk/staff-benefits>

<https://hr.admin.ox.ac.uk/discounts>

### ***Pre-employment screening***

Your appointment will be subject to the University's standard pre-employment screening. This will include right-to-work, proof of identity, references, a pre-employment health declaration, and any other checks as applicable to the post. We advise you to read the notes for applicants at <https://jobs.ox.ac.uk/pre-employment-checks>.

### ***Length of appointment***

Appointments to Associate Professorships at Oxford are confirmed as permanent on successful completion of a review during the first five years.

The University operates an employer justified retirement age for all academic posts, for which the retirement date is 30 September immediately preceding the 69th birthday.

The justification for this may be found at <https://hr.admin.ox.ac.uk/the-ejra>

For **existing** employees, any employment beyond the retirement age is subject to approval through the EJRA procedures. Further details can be found at <https://hr.admin.ox.ac.uk/the-ejra>

### ***Data Privacy***

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University's Privacy Notice for Job Applicants at:

<https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy>.

The University's Policy on Data Protection is available at: <https://compliance.admin.ox.ac.uk/data-protection-policy>.

### **College Benefits, Terms and Conditions**

In addition to the University salary, the Associate Professor in International Relations will receive the College's Academic Responsibility Allowance, which is currently £23,143 per annum, taxable and pensionable, and paid directly to the Fellow; the rate is reviewed each August.

The successful candidate will also receive the following benefits that are normally associated with Professorial Fellowships at Nuffield College (2020/21 rates):

- Research Allowance: Up to £13,697 per annum, refunded against specific, approved research-related expenditure, and therefore not taxable.
- Entertainment Allowance: £650 per annum.
- Start-up allowance: Up to £5,703 available in the Fellow's first year to assist with set-up costs, such as IT and other office equipment.
- Option to join the College's private health insurance scheme. Further details about the scheme are available on request.

- The College operates a Housing Scheme for Fellows designed to assist with the purchase of a dwelling in the Oxford area. Further details about the scheme are available on request.

Professorial Fellows are provided with an office in College and relevant IT equipment and software for the duration of the Fellowship; they are entitled to Common Table meals (i.e. free lunches and dinners in College, including High Table) and are members of the College's Senior Common Room (subscription fees payable).

### **Offer of employment**

Applications for this post will be considered by a selection committee containing representatives from DPIR and Nuffield College. The selection committee is responsible for conducting all aspects of the recruitment and selection process; it does not, however, have the authority to make the final decision as to who should be appointed. The final decision will be made by the Social Sciences Divisional Board and the Governing Body of Nuffield College on the basis of a recommendation made by the selection committee. No offer of appointment will be valid, therefore, until and unless the recommendation has been approved by both the Divisional Board and the Governing Body, and a formal contractual offer has been made.

## Appendix

### *Department of Politics and International Relations*

#### 1. Stint Tariff (2020-21)

<b>Teaching</b>	<b>Stint Units</b>
1-hour tutorial/thesis tutorial	1
1-hour graduate special supervision/tuition	1
1-hour lecture	3
2-hour lecture	5
1-hour class/seminar	3
2-hour class/seminar	6
<b>Supervision</b>	
Supervision of one DPhil student (during fee liability)	24 p.a.
Supervision of one DPhil student (first year beyond fee liability)	12 p.a.
Supervision of one DPhil student (second or later year beyond fee liability)	0
Joint supervision of one DPhil student (during fee liability)	12 p.a.
Acting as 'Second Supervisor' for ESRC-funded DPhil students, OR 'Departmental Assessor' for IR DPhil students.	4 p.a.
Supervision of one MPhil student (year 1)	8 p.a.
Supervision of one MPhil student (year 2)	12 p.a.
Supervision of one MSc student	12 p.a.

Units are divided pro rata where teaching or supervision is shared (e.g. a 1-hour seminar which is assigned 3 units when given by a single person, is assigned 1.5 units each when two people co-teach it).

#### 2. Research Allowance (2020-21)

The postholder will be eligible for a Departmental research allowance, which is presently £3000 per annum.